

## **TOWN OF ARLINGTON**

### **BUILDING MAINTENANCE COMMITTEE**

September 19, 2013 – Minutes

Members Present:

Vincent Cerbone  
Christine Deshler  
Andrew Flanagan  
Mark Miano

Guests: Joshua Peach

Business:

1. The Chair called the meeting to order at 5:30 pm.
2. After being introduced to the members of the committee, Joshua Peach, a representative of SchoolDude, proceeded to give a presentation.

SchoolDude is a Raleigh, North Carolina company with 500 employees. It has been in business for 12 years. It claims to be the number one provider of cloud-based solutions for public and private schools, colleges and universities in the country. According to Peach, SchoolDude serves approximately 6,000 school districts in the United States, as well as approximately 70% of the universities and 40% of the public K-12 schools districts in Massachusetts. Its clients include Boston, Newton and Waltham, among other municipalities. Its sister company is “FacilityDude” which has the same platform but a different focus (i.e. golf courses).

SchoolDude offers cloud-based applications to help institutions manage their facilities. It offers management maintenance systems to help institutions manage work orders, schedule maintenance and route alarm information, among other things. It also offers systems for tracking energy usage.

Peach demonstrated how SchoolDude’s applications could be utilized. He talked about how usage of the applications could be opened up to school teachers in the classroom or even residents and how the system can provide accountability by being able to track requests.

SchoolDude is a subscription based product based on a 1-year contract term. There are various options available for training and customer support.

After reviewing what SchoolDude could offer, there was a discussion about the importance of data collection. Vincent Cerbone said that the applications would only be as good as the data that is inputted and that dealing with older buildings would be the most challenging for the Town. Peach said it usually takes approximately one-half to one hour of time to enter data per building, with schools taking longer to complete than for, i.e., fire or police buildings. SchoolDude can supply spreadsheets for department heads to complete but cautions against relying on any data that is a few years old. There was a discussion of possibly training interns to complete the data.

Mark Miano explained how much is currently done by outside contractors and that they often possess the crucial information that would be needed for the system to work. Peach said that SchoolDude is currently working on a program that would allow contractors to enter data themselves.

Peach told the committee that it takes a minimum period of between 60 to 90 days to get the applications up and running for a community. His suggestion was that the Town begin with a few buildings with the least number of known problems, input that information, base its training on those buildings, and then gradually roll out the program from there.

At the conclusion of Peach's presentation, he agreed to email a list of 10 references to the Chair. He also said he would email Mark Miano a login password so that he could review the Dude Data KPI Dashboard page.

3. After Peach left the meeting, the minutes of the meeting of June 13, 2013 were reviewed by the committee. A motion to approve the minutes was made and seconded. By unanimous vote, the minutes of the June 13, 2013 meeting were approved.
4. There was a discussion about the need to prioritize work requests. Rather than enabling each teacher to make a request, it was felt that it would be better to make one person per building responsible for requests. The committee agreed that it would be desirable for the Town to have a facility work order policy.
5. It was agreed that the next meeting would focus on developing a work order policy and on data collection. Ruth Bennett, the Town's Energy Manager, would be invited to attend. The next meeting would be scheduled by the Chair after determining Bennett's availability.
6. The meeting was thereupon adjourned.

*Submitted by Christine Deshler, Secretary.*